

CENTRAL INTELLIGENCE AGENCY
WASHINGTON, D.C. 20505

5 FEB 1982

Mr. Bertrand G. Berube
Acting Regional Administrator
National Capital Region
General Services Administration
Washington, D.C. 20407

Dear Mr. Berube:

The Agency's Master Development Plan and Environmental Assessment have been acted upon favorably by the National Capital Planning Commission, and we are now developing procedures to implement Phase I of the Master Plan. A major first step will be the selection of an architectural & engineering (A&E) firm to develop the design and prepare the construction documents. Although funding for A&E services has not yet been approved, funding for preliminary design has been included in the FY-83 budget. It is estimated that the selection and negotiation process will take a minimum of six months, with the award date targeted for early October 1982.

The Agency will generally follow GSA's selection process and establish an Evaluation Board to select competitive firms and a Negotiation Board to develop the fee and contract. The Evaluation Board will initially screen responses to a project announcement in the Commerce Business Daily and select three or more firms for further consideration and in-depth interviews. The Board will then rank the selected firms in order of preference. The Evaluation Board will be chaired by my Deputy, [redacted] and will include four or five other professionals. Since the National Capital Region of the General Services Administration will be involved in the development of this project, it is my desire to include a professional member of your staff at the GS-15/16 grade level on the Evaluation Board. The ideal candidate would have experience with execution of A&E contracts and with the GSA selection process.

STAT

OL 2 0418

Mr. Bertrand G. Berube

The current selection schedule targets one week in March 1982 for the initial screening and two weeks in April 1982 for the in-depth interviews and ranking. I realize the difficulties in scheduling a senior officer for this period of time but feel that our mutual interests will best be served with a GSA representative on the Board. Your prompt response is requested.

Sincerely,

/s/ James H. McDonald

James H. McDonald
Director of Logistics

Distribution:

Orig - Adse

1 - OL/BPS (Official)

1 - OL/BPS Chrono

1 - OL Files

1 - D/L Chrono

OL/BPS, [] (1 Feb 82)

RETYPE: BPS:il (3 Feb 82)

Retyped: D/L:mcb (4 Feb 82)

STAT